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5 March 1973

file:CRS

MEMORANDUM FOR: Deputy Director for Operations

SUBJECT : Acquisition of DDO Documents for
CRS Storage and Retrieval

1. As you know, one of our ongoing problems has been how to cope with the restrictions which have been placed on the external flow of selected CS documents. I have had Harry Eisenbeiss make a thorough study to determine how much of the CS document flow is kept out of the CRS storage and retrieval systems.

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3. The exclusion of these documents from CRS holdings presents a number of problems. The useful life of a report is shortened and the areas of its applicability are limited. We find from experience, moreover, that once a CS report is excluded from the CRS system, it is often impossible to retrieve it.

4. You will recall that when the DCI made his decision on automatic dissemination last July he instructed CRS to develop "the most effective mix of central bibliography document and retrieval files and special purpose document retrieval files." With the shortfall in CS document holdings

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